



CITY OF HOUSTON

Job Posting

1	Applications accepted from	ALL PERSONS INTERESTED
2	Job Classification	Microbiologist II
3	Posting Number	PN# 110344
4	Department	Health & Human Services
5	Division	Office of Surveillance & PH Preparedness
6	Section	Microbiology and Clinical Laboratory
7	Reporting Location	Medical Center - 1115 S. Braeswood
8	Workdays & Hours	M - F, 8 a.m. - 5 p.m.*
		*Subject to change

9 **DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS**  
Performs technical bacteriological, serological, and virological laboratory work according to clearly prescribed procedures and laboratory techniques.

- 10 **CORE FUNCTIONS**
- Functions as Public Health Preparedness (PHP) staff and participates in emergency response as needed. Carries out assigned PHP grant deliverables and meets project deadlines. Maintains all related records.
  - Functions as laboratory liaison for smallpox response related activities.
  - Performs assigned laboratory testing according to established protocols. Participates in proficiency testing as necessary.
  - Performs quality control and assessment, and routine maintenance of equipment.
  - Obtains the train-the-trainer certificate for packaging and shipping and trains other lab staff. Participates in level A-training.

11 **WORKING CONDITIONS**  
This position occasionally requires stooping, bending, and light lifting, such as three (3) or four (4) reams of paper or books (up to 20 pounds or an equivalent weight) may be required.

12 **MINIMUM EDUCATIONAL REQUIREMENTS**  
A Bachelor's degree in Biology, Bacteriology, Microbiology or a closely related field.

13 **MINIMUM EXPERIENCE REQUIREMENTS**  
One (1) year of experience in laboratory work dealing with bacteriology, serology or virology is required.

14 **MINIMUM LICENSE REQUIREMENTS**  
A valid Texas Driver's License and compliance with the City of Houston's policy on driving (AP2-2).

- 15 **PREFERENCES**
- One (1) or two (2) years of experience in both bacteriological and molecular techniques.
  - Good organization and communication skills.

16 **SELECTION/SKILLS TESTS REQUIRED** None

17 **SAFETY IMPACT POSITION** ☒ Yes ☐ No  
This position is subject to random drug testing and if candidate is promoted into this position, he/she must pass an assigned drug test.

**SALARY INFORMATION** **GRANT FUNDED POSITION**  
Grant positions are dependent upon continued available funds. If funding is no longer available, employee may be laid off or transferred. Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The salary range is:

**Salary Range - Pay Grade 17**  
\$992 - \$1,817 Biweekly \$25,792 - \$47,242 Annually

18 **OPENING DATE** May 10, 2006

19 **CLOSING DATE** Open Until Filled

20 **APPLICATION PROCEDURES**  
Original applications only and resumes are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker St., 1<sup>st</sup> floor. Our TDD (Telephone Device for the Deaf) phone number is (713) 837-9471. For application status inquiries, please call (713) 794-9142. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.

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